

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS AT THE COURTHOUSE IN  
 SUNDANCE, CROOK COUNTY, WYOMING**

**TUESDAY, July 1, 2014**

8:00 o'clock a.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

The Pledge of Allegiance was recited to the Flag.

The minutes from the previous meetings were approved.

Mary Kuhl, County Treasurer, Tina Wood, Clerk of District Court, Steve Stahla, County Sheriff, Lisa Fletcher, County Assessor and Joe Baron, County Attorney were present to go over items of interest within their departments. Also present was Jill Mackey, County Library Director.

Kelly moved to approve a Cooperative Agreement for Responsibilities Between The Wyoming Department of Family Services, Child Support Enforcement and Crook County Clerk of District Court and a Cooperative Agreement for Receipt and Distribution of Payments Between The Wyoming Department of Family Services, Child Support Enforcement and Crook County Clerk of District Court. Jeanne seconded, all ayes, motion carried. Present were Tina Wood, Clerk of District Court and Joe Baron, County Attorney.

The following bills were paid:

Total Wages		153285.30
<u>CLAIMANT</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
		<u>ALLOWED</u>
AFLAC	Insurance	1607.70
Blue Cross Blue Shield of Wyoming	Health Insurance	44791.02
Col. Life & Accident Ins. Co.	Insurance	48.07
Crook County Payroll Tax Account	Withholding & Social Security	49601.00
Great-West Trust Company, LLC	Deferred Compensation	730.00
NCPERS Wyoming	Life Insurance	192.00
New York Life Insurance Company	Life Insurance	522.28
VSP	Vision Insurance	581.40
WY Department of Workforce Services	Worker's Compensation	1989.56
Wyoming Retirement System	Retirement	29334.14
Wyoming Educator's Benefit Trust	Life Insurance	165.62
Ada Westover	Voter Accessibility & Etiquette Training	75.00
Barbara Sue Fuhrmann	Voter Accessibility & Etiquette Training	75.00
Carla J. Goff	Voter Accessibility & Etiquette Training	75.00
Carol Speidel	Voter Accessibility & Etiquette Training	75.00
Charlene Virchow	Voter Accessibility & Etiquette Training	75.00
Connie Lindmier	Voter Accessibility & Etiquette Training	75.00
Debbie M. Simons	Voter Accessibility & Etiquette Training	75.00
James D. Gray	Voter Accessibility & Etiquette Training	75.00
Janet Graham	Voter Accessibility & Etiquette Training	75.00
Judy Kelsey	Voter Accessibility & Etiquette Training	75.00
Linda Caylor	Voter Accessibility & Etiquette Training	75.00
Patricia Heinz	Voter Accessibility & Etiquette Training	75.00
Roxie Dacar	Voter Accessibility & Etiquette Training	75.00
Shirley Cummings	Voter Accessibility & Etiquette Training	75.00
Action Communications, Inc.	Motorola Minitor VI	407.00
Aladdin Café	Meals for Fire Meeting	107.45
AlSCO/American Linen	Shop Towels & Dust Mops	327.77
Architectural Specialties, LLC	Handicap Operators & Buttons	4614.00
Arna A. Montgomery	Office Chair	222.59
AT & T Mobility	Cell Phone	1217.90
BAM Electric, LLC	Wire Overhead Door & Outlet	277.00
Becky Tinsley	Mileage	92.96
Big Horn Telecommunications LLC	Work on Growth & Development Line	255.00
Big Horn Tire Inc.	Batteries & Tires	877.84
Black Hills Chemical Co.	Supplies	370.98
Blakeman Propane Inc.	Propane & Tank Rent	661.61
Bob Barker Company	Supplies	126.74
Brian Sebade	Sampling Hoop & Spring Scale	87.50
Capital I Industries	Cooler-24 Volt Fan & Freight	309.10
Cenex Fleetcard	Fuel	3263.10
Christina R. Wood	Mileage & Meal	303.29
City of Gillette	Water	6.00
City of Sundance	Water	750.00

Coastal Chemical Co., LLC	Fuel & Fluids	13583.13
Cody Ballou	Contract Hauling	3396.34
Coffee Cup Fuel Stop	Fuel	319.50
Collins Communications	Hard Drive Replacement	1168.00
Colorado Customware User Group Inc.	2014 User Group Annual Dues	150.00
Combined Laboratories Facility	Tests	34.00
Crescent Electric Supply Company	Lighting Upgrade	1260.86
Croell Redi-Mix	Road Base & Cattle Guards	11660.87
Crook County	Employer Paid Benefits from Grants	25073.74
Crook County Medical Service Dist.	Prisoner Food & Meals	2628.60
Crook County Senior Services	County Funding	1666.67
Crook County Treasurer	Postage	30.13
Custom Auto & Truck	Parts & Labor	6745.87
Custom Cage	Equipment Installed	590.00
Dakota Business Center	Monthly Maintenance	89.40
Deborah Worrell	Mileage & Meal	199.13
Decker's Market	Supplies	30.48
Department of Health	Rental for State Vehicle	250.00
Double Star Computing	Onsite Computer Service & Equipment	2910.34
Fastenal Company	Parts	332.63
Fisher Sand & Gravel	Base Course	12791.95
Front Range Fire Apparatus	Parts	6645.90
Gantz Backhoe Service	Contract Hauling	2023.56
Gari G. Gill	Mileage & Meal	262.49
Gearhart Fuel & Repair, Inc.	Gas & Diesel	2371.53
Glaxosmithkline	Supplies	366.30
Grimm's Pump & Industrial Supply	Parts	407.04
Heartland Paper Company	Courthouse Supplies	162.33
Hill's Interiors, Inc.	Tile	11061.44
Hillside Pharmacy	Supplies	13.71
Howard White Construction	1st Installment Contractor-Fire Cache	36054.90
Hulett Hardware	Parts	44.44
Jack's Truck & Equipment	Parts	335.20
Jeanne Whalen	Mileage	89.04
Joan Bethea	Notary Fees	130.00
Joseph Michael Baron	Mileage & Meal	321.48
JT Vehicle Systems	Equipment Removal & Install	1650.00
Kazco Inc.	2 Laptops & Accessories	1899.98
Kelly B. Dennis	Mileage	67.20
Kimball Midwest	Parts	643.55
Knecht Home Center of Spearfish LLC	Tools	69.93
Kone Inc.	Maintenance Coverage	1395.36
Law Office of Kyle A. Ferris, PC	Court Appointed Attorney Fees	264.00
Lenzes Printing	Envelopes	345.00
Lisa Finkey	Court Appointed Attorney Fees	225.00
Mary R. Kuhl	Mileage, Door Prize & Telephone	231.08
Max Robert Masters	Mapping Contract for GIS & Subdivisions	3000.00
Midwest Cancer Screening	Pap Smears	32.30
Moorcroft Leader	Publishing	419.32
Moore Medical, LLC	Medical Supplies	225.90
Movin' On Kennels	Dog Food	94.00
Neve's Uniforms & Equipment	Uniforms	2803.75
Office of State Lands & Investments	Special Use Lease-Rural Fire Hall	282.95
Pacific Steel & Recycling	Posts for Fuel Station	650.41
Paetec	Telephone	51.87
Paradise Foods	Gas	5.41
Pitney Bowes Purchase Power	Postage	5090.00
Plastocon, Inc.	Disposable Lid	62.71
Powder River Energy Corp.	Electricity	3785.83
Powder River Office Supply, Inc.	Supplies	268.12
Quality Agg & Construction, Inc.	J Base & Rip Rap	3668.49
Quality Hardware & Supply	Parts	348.46
Quill Corporation	Supplies	1118.30
Range Telephone Cooperative, Inc.	Telephone	3046.29
Rapid Fire Protection, Inc.	Jail Sprinkler Inspection	165.00
Rasmussen Mechanical Services, Inc.	Labor	90.00
Revize LLC	Monthly Subscription Service Charge	1872.00

Safeguard Business Systems	Sales Tax Receipts	1176.28
Sara Fleenor	Mileage & Meals	163.05
Schutz Foss Architects, PC	Design Services & Expenses	433.85
Scott Peterson Motors Inc.	Supplies	125.58
Shamion Trucking	Contract Hauling	4471.26
Sheridan Motor, Inc.	2014 Ram	21948.00
Sirchie Fingerprint Labs	Supplies	86.09
Skippys Anchor Merc Inc.	Lunch for NEWEDC Board Meeting	34.46
Snap-on Tools	Supplies	248.65
State of Wyoming	Mainframe User ID & Work on Mainframe	55.73
Sundance Dillon's Hardware Inc	Supplies	307.08
Sundance Electric Inc.	Replace Breaker on Coal Feeder	240.83
Sundance Equipment Company	Switch	115.22
Sundance Fas-Break	Replace Windshield	291.92
Sundance Sign & Graphics	Vehicle Graphics & Labor	390.00
Sundance State Bank	Direct Deposit Fees	6.33
Sundance Subway	Cookies-Election Judge Training	25.00
Sundance Times	Publishing & Subscription	1684.05
Supercircuits	Parts	197.33
Surefire	Boxes of Cells	237.50
Tongue River Communications	Cable	63.00
Top Office Products, Inc.	Copy Charges & Book Truck	1496.64
Tower Valley Ag Supply	Gas & Diesel	10268.13
Town of Hulett	Water	54.80
Town of Moorcroft	Water	63.00
Tracy Motor Company	Supplies	7225.86
Tyler Technologies, Inc.	Scanners	1950.00
UNUM	Disability Insurance	273.86
Urbin Law Office, LLC	Court Appointed Attorney Fees	180.20
US Postal Service	Postage Pre-Paid Envelopes	4195.90
Vehicle Lighting Solutions, Inc.	Mounting Kits	254.31
Visa	Supplies & Travel Expenses	4246.05
W Bar Feed & Ranch Supply	Tire Repair & O-Rings	54.50
Walmart Community/GECRB	Office Supplies	35.53
Wayne Ballou Trucking	Contract Hauling	3628.96
Western Stationers	Supplies	291.16
Weston County	Mileage	141.00
WY Association of Sheriff's & Chiefs	Membership Dues	150.00
WY Department of Transportation	Project Expenditures	1279.42
WY Department of Workforce Services	Worker's Compensation	435.27
WY Retirement System	Rehired Retiree Contributions	882.84
WYDOT Motor Vehicle Division	New Plate	5.00
Wyoming Machinery Company	Parts	1232.69
Wyoming Sheriff's Association	2014 Dues & Maintenance Fee	587.00
Total		548482.46

Jeanne moved to approve to elect to pay all hours on the Wyoming Retirements July file at the new Wyoming Retirement rate, even for hours worked in June that have not yet been paid. Kelly seconded, all ayes, motion carried.

Kelly moved to approve the tax assessment request from the Crook County Irrigation District. Jeanne seconded, all ayes, motion carried.

The following monthly collections were collected:

County Clerk	\$13,670.75
County Sheriff	\$12,206.46

Mary Kuhl, County Treasurer, submitted the following monthly report of receipts and disbursements for month end June 2014:

Total Receipts	\$1,510,239.83
Disbursements:	
Towns	\$34,142.30
County Boards	\$499,487.24
State & Local School	\$2,405,954.85
DOT/DOR/Rebate	\$129,141.41
Redemption/S. Park	\$2,992.17
Total	\$3,071,717.97

Morgan Ellsbury, Road and Bridge Foreman and Randy Gill, Facilities Maintenance Foreman, gave a monthly report. Also present were Joe Baron, County Attorney, Roger Croell and Gari Gill, County Fire Warden/Interim Homeland Security County Coordinator.

Kelly moved to approve a Utility License between Crook County and Range Telephone Coop. Inc. Jeanne seconded, all ayes, motion carried.

Kelly moved to approve a Contract With Independent Engineer For Engineering Services between HDR Engineering, Inc. and the Board of County Commissioners in and for Crook County Wyoming. Jeanne seconded, all ayes, motion carried.

Roger Croell presented a Petition to Vacate a County Road No. 35 Known as the Green Mt. & Inyan Kara County Road and discussion was held. No action was taken at this time.

The following monthly collections were collected:  
Clerk of District Court \$2,319.01

Adjourned for lunch at 12:07 o'clock p.m.

1:00 o'clock p.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

Becky Tinsley, County Public Health Nurse Manager, gave a monthly report. Jill Mackey, County Library Director, gave a monthly report. Judy Hutchinson, Member, Crook County Fair Board, gave a monthly report. Also present were Joe Baron, County Attorney and Keith Noback, M.D., Crook County Health Officer.

Kelly moved to re-appoint Keith Noback, M.D. as the Crook County Health Officer for a four-year term. Jeanne seconded, all ayes, motion carried.

Jeanne moved to approve a Contract Between Wyoming Department of Health, Public Health Division, Crook County Health Officer and Crook County. Kelly seconded, all ayes, motion carried.

Kelly moved to approve a Contract Between Wyoming Department of Health, Public Health Division and Crook County for Emergency Preparedness. Jeanne seconded, all ayes, motion carried.

Becky Tinsley, County Public Health Nurse Manager, informed the Board that she will need permission from the Board to replace her full-time state position nurse. Jeanne moved to give Becky Tinsley, County Public Health Nurse Manager, permission to replace her full-time state position nurse. Kelly seconded, all ayes, motion carried.

Jeanne moved to approve a Bond for Tamara Baron, Treasurer, Crook County Library Board. Kelly seconded, all ayes, motion carried.

Ray Gallegos, HUB International Mountain States Limited, Doug Mikkelson, Scott Hinkhouse, Randy Levanen, Jason Levanen and Erika MacDonald were present for the opening of the County property insurance bids. The following bid was received:

HUB International Mountain States Limited-----\$29,459.00

Kelly moved to accept the bid proposal from HUB International Mountain States Limited. Jeanne seconded, all ayes, motion carried.

Tim Lyons, Growth and Development Administrator, Joe Baron, County Attorney, Dennis Stillman, Consolidated Engineers, Inc., Randy Levanen, Jason Levanen, Sarah Anderson, Office Manager, Crook County Natural Resource District, Doug Mikkelson, Scott Hinkhouse, Mike Hogan, Bernadette Elbersen, Phil Schutt, Erika MacDonald, Morgan Ellsbury, Road and Bridge Foreman, Gari Gill, County Fire Warden/Interim Homeland Security County Coordinator, Sarah Pridgeon, Sundance Times and Dan Schutt were present for the public hearing to determine whether or not to approve the Dry Creek Subdivision Final Plat. Dennis Stillman, Consolidated Engineers, Inc., reviewed the plat for the County and presented comments, concerns and recommendations regarding the proposed development. Oral and written comments were received and discussion was held. Jeanne moved to continue the public hearing to determine whether or not to approve the Dry Creek Subdivision Final Plat to a later date. Kelly seconded, all ayes, motion carried.

Tim Lyons, Growth and Development Administrator, Jeff Geiler, 40 Acres and Mule, LLC, Frank Dicesare, Arleth Land Surveying, Dennis Stillman, Consolidated Engineers, Inc., Sarah Pridgeon, Sundance Times, Joe Baron, County Attorney, Sarah Anderson, Office Manager, Crook County Natural Resource District, Morgan Ellsbury, Road and Bridge Foreman and Gari Gill, County Fire Warden/Interim Homeland Security County Coordinator were present for the public hearing to determine whether or not to approve the Bear Den Subdivision Final Plat. Dennis Stillman, Consolidated Engineers, Inc., reviewed the plat for the County and presented comments, concerns and recommendations regarding the proposed development. Oral and written comments were received and discussion was held. Kelly moved to continue the public hearing to determine whether or not to approve the Bear Den Subdivision Final Plat to a later date. Jeanne seconded, all ayes, motion carried.

Present were James Gruel, Devils Tower Trading Post and Amai Gruel, Devils Tower Trading Post.

The Board received a letter from Bradley Greba dba Whitetail Creek Outfitters rescinding three Applications for Twenty-Four Hour Malt Beverage Permits for Brad Greba dba Whitetail Creek Outfitters on July 2-10, 2014, July 5, 2014 and August 29, 2014.

The Board discussed a Special Twenty-Four Hour Malt Beverage Permit Application received in May from Marcelleen, Inc. dba Devils Tower Trading Post for Sturgis Rally Week on August 3-8, 2014. The County Attorney has not received the Attorney General Opinion he requested on Twenty-Four Hour Special Malt

Beverage Permits. No action was taken at this time on the application from Marcelleen, Inc. dba Devils Tower Trading Post.

The Board received a Special Twenty-Four Hour Malt Beverage Permit Application from James Gruel for Devils Tower Run/Sturgis Week on August 3, 4, 5, 6, 7 and 8, 2014. Jeanne moved to approve a Special Twenty-Four Hour Malt Beverage Permit to James Gruel for Devils Tower Run/Sturgis Week on August 3, 4, 5, 6, 7 and 8, 2014. Kelly seconded, all ayes, motion carried.

Kelly moved to approve a Change Order to that certain "Contract With Independent Engineer for County Contract Engineer Services" by and between Consolidated Engineers, Inc. and Crook County, of the State of Wyoming. Jeanne seconded, all ayes, motion carried. Present were Joe Baron, County Attorney, Tim Lyons, Growth and Development Administrator, Morgan Ellsbury, Road and Bridge Foreman and Dennis Stillman, Consolidated Engineers, Inc.

The meeting adjourned at 5:45 o'clock p.m.

Wednesday, July 2, 2014

8:00 o'clock a.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

The Pledge of Allegiance was recited to the Flag.

Warren Oyler, Resident Engineer, Wyoming Department of Transportation (WYDOT), gave an update on bridge and road projects. Also present was Bruce Brown, Director, Crook County Medical Services District.

Lisa Fletcher, County Assessor, presented a Memorandum of Understanding and a Contract. Kelly moved to approve to authorize Chairman Hadley to sign a Memorandum of Understanding Between the Department of Revenue and Crook County. Jeanne seconded, all ayes, motion carried. Kelly moved to approve a Contract With Independent Contractor for Geographic Information Services (GIS) for County Assessor on Software Programs, Hardware Installation between Max Masters dba Geographic Innovations and the Crook County Assessor. Jeanne seconded, all ayes, motion carried. Also present were Joe Baron, County Attorney and Bruce Brown, Director, Crook County Medical Services District.

The Board received a request from the Crook County Weed and Pest District to transfer line item amounts in their budget for fiscal year ending June 30, 2014. Kelly moved to approve for the Crook County Weed and Pest District to transfer the following line item amounts:

\$15,600.00 from 0520 Purchase Insecticides to 0510 Purchase Herbicide

\$1,600.00 from 0670 Wages and Salary to 0682 Retirement

\$3,000.00 from 0670 Wages and Salary to 0606 Insurance Medical

Jeanne seconded, all ayes, motion carried. Also present was Bruce Brown, Director, Crook County Medical Services District.

The Board received a letter from Tim Davis, Marcelleen, Inc. dba Devils Tower Trading Post withdrawing the Application for Twenty-Four Hour Malt Beverage Permit for Marcelleen, Inc. dba Devils Tower Trading Post on August 3-8, 2014.

Gari Gill, County Fire Warden/Interim Homeland Security County Coordinator, gave a monthly report. Discussion was held on the Homeland Security County Coordinator position. Jeanne moved to appoint Sheila Marie Hansen as the Homeland Security County Coordinator and to send a letter informing the Governor of the appointment. Kelly seconded, all ayes, motion carried. The Board received a request from Pine Haven Fire Dept. for a Fireworks Display on July 5, 2014. The Board determined that no action was needed since the County does not have Burn Restrictions in place. Also present were Steve Stahla, County Sheriff, Bruce Brown, Director, Crook County Medical Services District, Joe Baron, County Attorney and Sheila Hansen.

Morgan Ellsbury, Road and Bridge Foreman, gave a monthly report. Also present were Joe Baron, County Attorney, Sarah Pridgeon, Sundance Times, Wade Helkenn, Dave Bannister, Trey Hansen, Don Kokesh, Gary Eschedor, Eric Hartshorn, Cassie Simmons, Monte Snook, Laura Schwarz, Jami Helkenn, Roger Croell and Brian Marchant.

Cassie Simmons, Monte Snook, Wade Helkenn, Dave Bannister, Trey Hansen, Don Kokesh, Gary Eschedor, Eric Hartshorn, Laura Schwarz and Jami Helkenn discussed concerns on a bridge on Killion's up Inyan Kara Creek County Road No. 9. The Board will have the Road and Bridge Foreman install a detour and research options available to repair this bridge.

Joann Salyer requested maintenance on Klopchick County Road No. 61 and discussion was held.

Roger Croell discussed filing a new Petition to Vacate a Portion of County Road No. 35 Known as the Green Mt. & Inyan Kara County Road. Kelly moved to approve an Agreement to Cover the Costs of Vacating a Portion of County Road No. 35 Known as the Green Mt. & Inyan Kara County Road by and between Crook County, by its Board of County Commissioners and Roger R. Croell. Jeanne seconded, all ayes, motion carried.

Jeanne moved to approve a Utility License Upon County Road between Crook County, Wyoming and Century Link. Kelly seconded, all ayes, motion carried.

Adjourned for lunch at 12:03 o'clock p.m.

1:00 o'clock p.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

Roger Connett, Member, Crook County Land Use Planning and Zoning Commission, (CCLUP&ZC), gave a monthly report. Tim Lyons, Growth and Development Administrator, gave a monthly report. Also present were Mark Sattelberg and Julie Reeves, U.S. Fish and Wildlife Service (per conference call), Linda Tokarczyk, Rare Element Resources (RER), Reed Robinson and Rene Ohms, Devils Tower, National Park Service, Sarah Anderson, Crook County Natural Resource District (CCNRD), Todd Pechota, USDA Forest Service, Joe Baron, County Attorney and Ogden Driskill, State Senator.

Mark Sattelberg and Julie Reeves, U.S. Fish and Wildlife Service, gave an update on the Northern Long-Eared Bats listing as endangered species.

Roger Connett, Member, CCLUP&ZC/Member, NEWEDC, gave an update on the NEWEDC.

The following people gave an update on items of interest within their departments: Todd Pechota, USDA Forest Service; Reed Robinson and Rene Ohms, Devils Tower, National Park Service; Linda Tokarczyk, RER and Sarah Anderson, CCNRD.

Joe discussed a letter to the Black Hills National Forest, Bearlodge Ranger District, pertaining to the FRTA Easement request.

Kelly moved to approve the Addendum to the Joint Agreement to Take Advantage of a Regional Government Enterprise License Agreement by and between City of Sundance, Wyoming and the Joint Agreement between the County's of Crook, Weston and Niobrara. Jeanne seconded, all ayes, motion carried. Present were Tim Lyons, Growth and Development Administrator, Joe Baron, County Attorney and Ogden Driskill, State Senator.

Jeanne moved to authorize Chairman Hadley to sign a Contract With Independent Contractor For Geographical Information System Services (GIS) between Max Masters dba Geographic Innovations and the Board of County Commissioners in and for Crook County Wyoming. Kelly seconded, all ayes, motion carried. Present were Tim Lyons, Growth and Development Administrator, Joe Baron, County Attorney and Ogden Driskill, State Senator.

Joe Baron, County Attorney, gave an update on the land swap for the fairgrounds between the City of Sundance, Crook County School District No. One and Crook County and he has not received any additional information. Present were Kathy Lenz, Clerk/Treasurer, City of Sundance, Sandi Kellogg, Member, County Fair Board, Randy Gill, Facilities Maintenance Foreman and Sarah Pridgeon, Sundance Times.

The following monthly collections were collected:

Circuit Court	\$14,508.88
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The meeting adjourned at 3:35 o'clock p.m., to meet in special session for the Final Budget Hearing for Fiscal Year 2014-2015 on July 17, 2014 at 8:30 o'clock a.m. and to meet in regular session on August 4 and 5, 2014 at 8:00 o'clock a.m., in the Commissioner's Room at the Courthouse in Sundance, Wyoming.

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James W. Hadley, Chairman

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Jeanne A. Whalen, Member

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Kelly B. Dennis, Vice-Chairman

Attested: \_\_\_\_\_

Connie D. Tschetter, County Clerk